



Back to Village 2

B2V2

Governance at the Doorstep

November 25-30, 2019

Kahel A.

Government of Jammu & Kashmir



B. V. R. Subrahmanyam
IAS

Chief Secretary
Jammu and Kashmir

Message

One of the key elements of good governance is the empowerment of democratic institutions so that people become real partners in decision making. After the successful conduct of Panchayat Elections in 2018, it was essential to reach out to the people for getting their valuable feedback for making the functioning of the democratic institutions an vibrant and transparent institution of governance.

With a view to reaching out to every rock and corner of Jammu & Kashmir, the Government conceived 'Back to Village (B2V) programme', the first of its kind in Jammu & Kashmir. The programme which was organized from June 25-27, 2019, across all 4883 Panchayats focused on empowering Panchayats, collecting feedback on delivery of government schemes/programmes, capturing specific local potential and undertaking statements of needs of the villages. People came out in droves to welcome the visiting officers and articulated the wishes of the government. The initiative was widely acknowledged with Prime Minister Mr. Narendra Modi mentioning it as 'starm ki baat' on 27th July, 2019. The initiative was widely acknowledged as groundbreaking and commendable. Numerous officers stayed in their Panchayats beyond the schedule.

Government has already released funds for the Panchayats to address the priority needs identified during the Panchayat B2V programme.

As B2V emphasises sustained development of Panchayats with a sound financial base, it is expected that the initiative is aimed towards to boost the level of empowerment and institutionalisation of the Panchayat Raj Institutions (PRIs) at the grassroot level viz a viz the impact of various flagship programmes and welfare schemes on the rural populace. The initiative is expected to help the government to take the various central and other government schemes/programmes to improve delivery of village-specific services and making the village the better haven of improved amenities and facilities. I am confident that B2V programme will evolve into an institutionalised, disaster governance programme, which will help in deliver speedy and better services and development.

I sincerely appeal to Panchayat representatives as well as people to come forward to project their views before the visiting officers for strengthening the PRIs.

I would urge the Deputy Commissioners to coordinate the visit of officers to various Panchayat Halls for better outcomes.

I am confident that our officers, who will be a part of the B2V programme will work diligently to make the initiative a great success.

(B. V. R. Subrahmanyam)

General Instructions for the Visiting Officer Back to Village 2 (B2V2)

- i. A suggested activity schedule has been prepared for the visiting officer. It shall be incumbent on the officer to ensure that all activities and elements mentioned in the schedule are carried out/covered fully.
- ii. The visiting officer shall hold a meeting with the Deputy Commissioner of the district before undertaking the village visit. During this meeting he will be briefed about the action taken on the issues raised in the previous Back to Village visit in June and shall also be given various booklets, flyers and analyses.
- iii. Before undertaking the visit, officer must familiarise himself/herself with important schemes especially flagship schemes, rural income boosted programmes and individual beneficiary oriented programmes e.g. PM-Kisan, Dairy Entrepreneurship Development Scheme and Rashtriya Poultry Scheme, Panchayat Schemes etc. He/she must also be familiar with 14th FC, MNM and ICDS (nutrition component).
- iv. During his visit, the officer shall participate in the Gram Sabha, unveil the Gram Panchayat Development Plan (GPDP) and also secure the constitution of various committees including Panchayat Biodiversity Committee.
- v. He/she shall host/invite deliberations in the Gram Sabha about the issues raised in Back to Village-1 and the follow up action taken on the same by the district administration and the various line departments. He/she shall also share the report card and critical gap analysis under Mission Antyodaya prepared by the District Administration with the Gram Sabha.
- vi. The visiting officer shall distribute the information flyers regarding 100% coverage of all beneficiary oriented schemes and also discuss the issue in the Gram Sabha. He will ensure that frontline workers accompanying him explain at least some of these schemes in detail to the people.
- vii. The officer should assess the level of functionality of the Panchayat infrastructure available in the Panchayat, support provided to it by the officials and the difficulties being faced by it in implementing various developmental schemes. For this purpose he/she should hold detailed meetings with Panchayat members and area officials.

- vi. The visiting officer should try and visit as many local institutions including schools, PHCs, Anganwadi Centres etc. as possible. He should also inspect at least some of the works carried out being carried out under various schemes like 14th FC, MNREGA and other government programmes. In case, there is a languishing project in the village, the officer should certainly inspect the same and record its progress.
- vii. In addition to all other activities that the visiting officer will carry out, he/she should lay special emphasis on 100% enrolment of school children (age 4-14 years), 100% coverage of PHCs/AWs, Anganwadi Shalas and 100% coverage of all beneficiary oriented schemes including pensions and scholarships. He/she should also try to understand how various government programmes can be better used for doubling rural incomes and emerging rural micro enterprises and village economies.
- viii. The visiting officer shall restrain himself/herself from giving or offering any commitment on behalf of the government.
- ix. The visiting officer shall adopt an unbiased attitude in reporting issues. As far as possible, his observations should be based on a consensual view emerging from consultations in the village.
- x. The report of the visiting officer shall be submitted both physically and electronically in the pre-circulated format. The officer should exercise all care and objectivity while filling up the same.
- xi. After completing the village visit and before leaving the district, the officer must hold a briefing meeting with the Deputy Commissioner and District In-charge and deposit the B2/V2 booklets and any other sub/applications/petitions that may have been handed over to him/her during the visit.

Suggested Activity Schedule for the Visiting Officer

Pre and Post Visit Activities

- Meeting with the Deputy Commissioner for collection of documents and briefing regarding the visit before going to the Panchayat.
- Briefing meeting with the Deputy Commissioner and submission of one copy of the B2/V2 booklet and other papers before leaving the district.

Day 1

- Arrival in the Panchayat by 10 A.M. (before 10:00 AM)
- Attend the Gram Sabha
 - Read out the charter of Fundamental Duties.
 - Discuss B2/V2 report card, annual gap analysis report and citizen feedback on follow up of B2/V2 activities.
 - Unveil the GPOD booklet in the Gram Sabha.
 - Get the resolution for approval of GPOD and MNREGS passed in the Gram Sabha.
 - Unveil the 14th FC plan booklet in the Gram Sabha.
 - Inspect the bar code books- 14th FC, MGN, ICDS, Own Resources.
 - Check the purchase record register for MGN and ICDS.
 - Distribute the information flyers on individual beneficiary Based Schemes.
 - Fill up data columns of the B2/V2 booklet which require Gram Sabha responses.
 - Distribute guidelines of government schemes which can help increase rural income e.g. Backward Poultry, Own Entrepreneurship Scheme etc.
 - Get the Panchayat Executive Committee constituted if not already constituted through a Panchayat (not Gram Sabha) resolution. The format for the resolution will be made available by the district administration.
 - Check Panchayat Asset register and infrastructure register. If the same is not available, the officer will get it prepared.

- Collect copy of Panchayat Plastic Collection and Disposal plan.
- Get schematic list of individuals who are desirous of accessing individual beneficiary oriented schemes but have not asked so far.
- Collect any complaints/grievance that people may have, especially with regard to non-availing of benefits under individual beneficiary oriented schemes.
- Get list of households without pucca water/electricity connection.

Day 1 Afternoon:

- Visit local schools, health institutions, AWCs, government assets, tanks, water bodies, subwell, electric station, important private enterprises.
- Visit other villages in the Panchayat.
- Evening informal interaction with PFI representatives, local government functionaries and prominent citizens to discuss and deliberate upon the core problem/issues being faced by the locals of the Gram Panchayat and ways to increase rural incomes and emerging village/cluster industries.
- Capture evening interaction picture by 5.00 P.M.

Day 2:

- Capture morning picture at 9 A.M.
- Formal meeting with the Panchayat members:
 - Get various subject portfolios assigned to the members by the Sarpanch if not already assigned and get a Panchayat resolution passed for the same.
 - Inspect the karnal register and make the Panchayat members aware about the requirements of monthly meetings as per the Act.
 - Check the digital signatures of Sarpanch/Panchayat Secretary/Administrator.
 - Assess the functionality of Panchayats and discuss the difficulties being faced by the Panchayat in carrying out its functions and development work.
- Formal interaction with:
 - Frontline government functionaries (Datta/Teacher/Pucca/Anganwadi Workers/ASHA/ANM/A/NPDS) and representatives of PFI (PDD, PWD, Agriculture, Animal Health, Fisheries etc.).
 - Social activists/NGOs.
 - Prominent citizens/retired teachers/Govt. employees/charitable etc.

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Day 2 Afternoon:

- Visit the Panchayat Ghar/EOC office and check for furniture/computer.
- Install board of land identified for Panchayat Ghar.
- Lead Govt-Private Company for completed TQM7 houses.
- Inaugurate the previous BSY work and lay foundation signs for a new one.
- Inspect BSY/H 14th FD works/Lampsetting work/other developmental projects (start up).
- Inaugurate the playground / lay the foundation stone for CSC, start and sports event.
- Inaugurate lay foundation stone of any other works which are available.

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Back to Village 2 (B2V2) - Report

(Form to be filled up by the Reporting Officer during his/her two day visit to the Panchayat)

A) DETAILS OF REPORTING OFFICER:-

- Name: **ROHIT WELHYAP**
- Designation: **ASSISTANT DIRECTOR**
- Department/Place of posting: **EMPLOYMENT**
- Mobile No: **9446308084**
- E-mail id: **KashyapRohit423@gmail.com**
- Home District: **JAMMU**
- Date of visit: **25/02/2023/08 February 2023**

B) LOCATIONAL DETAILS OF PANCHAYAT:-

- Name of the Panchayat: **KALIJUGASAR A**
- Local Government Directory (LGD) code of the Panchayat: **742B**
(To be sourced from Rural Development Department's DCS)
- Name of CD Block: **CHANNA**
- Name of Tehsil: **CHALEST**
- Name of District: **DODA**

C) PANCHAYAT PROFILE

- No. of revenue villages in the Panchayat: **1 KALIJUGASAR A**
- No. of hamlets in the Panchayat: **5**
- No. of households in the Panchayat: **458**
- Population (approx.) of the Panchayat: **1965**

D) FRONTLINE OFFICERS/OFFICIALS WHO ARE PRESENT DURING THE VISIT:-

S. No.	Department	Designation of the officer/official
1	RSD	IPS.
2	Education	Teacher.
3	Agriculture	IFD Assistant
4	PHE	CP Worker
5	Power	Labourer.
6	ICDS	
7		
8		

E) FUNCTIONALITY OF THE GRAM PANCHAYAT:

1. INFRASTRUCTURE:

- Whether Panchayat Ghar is available in the Panchayat: Yes/No/Under construction ✓
If yes, whether functioning in: Own building/Other government building/Private building
If no, whether land is available for construction of the Panchayat Ghar: Yes/No
- Whether the SDC office has been established (in case the officer visits block Panchayat): Yes/No/Not applicable

6. If not, whether the building for BOC office has been identified: Yes/No/Not applicable ✓

iv. Facilities available in the Panchayat (a) Institutions:

Facilities available	Panchayat Office	BOC Office	Remarks
Furniture	Yes/No ✓	Yes/No ✓	
Computer/printer	Yes/No ✓	Yes/No ✓	
Telephone facility	Yes/No ✓	Yes/No ✓	

v. In case Panchayat has not been constituted, whether Administrator has been appointed: Yes/No ✓ Panchayat constituted.

vi. Whether Infrastructure and Assets Register has been prepared: Yes/No ✓
(Visiting Officer to physically check the register).

If no, Visiting Officer to get the register prepared in teacher presence and confirm: Not present in Panchayat as per my P.S.O.

2. FUNCTIONALITY:

i. Whether Gram Panchayat meeting is being held regularly on monthly basis: Yes/No ✓

Date of last meeting held: 16th Nov, 2019

ii. Whether Gram Sabha meeting is being held regularly on quarterly basis: Yes/No ✓

Date of last meeting held: 16th Nov, 2019

iii. Whether the Khasra register is being maintained by the Panchayat Secretary: Yes/No ✓

(Officer to inspect the register)

iv. Whether the Sarpanch/Administrator/Panchayat Secretary have digital signatures: Yes/No ✓

v. Bank Account opening and receipt of funds

Name of the Scheme	Separate bank account opened	Official signature other than Sarpanch	Funds received	Balance in the account as on date (Rs. in lakh)	Whether all bank transactions have been made
14 th Finance Commission	Yes/No ✓		Yes/No ✓	Not available	Yes/No ✓
ICDS (Murtoo)	Yes/No ✓	Superintendent	Yes/No ✓	Not available	Yes/No ✓
ICDS (Haridwarum)	Yes/No ✓		Yes/No ✓	Not available	Yes/No ✓
Mid Day Meals (MDM)	Yes/No ✓	Teacher Assistant / Teacher	Yes/No ✓	Not available	Yes/No ✓
Own resources of Panchayat	Yes/No ✓		Yes/No ✓	Not available	Yes/No ✓
Any other Scheme, if yes, indicate name	-	-	-	-	-

(Visiting Officer to personally check the Passbook and enter the above details. He/She will also check that the bank account is in the name of the Panchayat and opening by Sarpanch.)

vi. Whether Panchayat Biodiversity Committee has been constituted: Yes/No ✓

If no, the visiting officer to ensure that the Committee is constituted in his/her presence and confirm: The Committee has been constituted.

vii. 14th Finance Commission Award:

a. Whether 4 year Action Plan 2015-20 has been prepared: Yes/No ✓

b. Whether the detailed estimates for all works have been prepared: Yes/No ✓

c. No. of works for which estimates have been prepared: 9 No. (100 % to total)

d. Whether Action Plan has been approved by the EDO: Yes/No

If no, reason thereof: _____

e. Whether the works have been started: Yes/No

No. of works started: _____ No. (____ % to total)

If no, reason thereof: Awaiting approval.

f. Who is placing work order for works being executed under 14th FC (If any):

1) Sarpanch (✓)

2) EDO ()

3) Others (specify): _____

g. Integrated Child Development Scheme (ICDS)

a. Is the Panchayat/Sarpanch purchasing nutrition items at Panchayat level for use in the Anganwadi Centres of the Panchayat: Yes/No

If no, reason thereof: Compilation of New Panchayat in process.

Also mention if it is being purchased by someone else: Supermarket

b. Is nutrition being provided to Anganwadi Centres in the Panchayat: Yes/No

If no, reason thereof: _____

c. Is the Panchayat/Sarpanch paying honorarium to NW/WH workers directly at Panchayat level: Yes/No

If no, reason thereof: Honorarium account has not been opened yet.

d. Whether the record on account of purchase of nutrition and payment of honorarium is being maintained by the Panchayat: Yes/No

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

h. Mid Day Meal (MDM) Scheme

a. Whether Panchayat/Sarpanch is purchasing items at Panchayat level for serving Mid day meal in the schools: Yes/No

If no, reason thereof: Purchase is under the control of Education Dept.

b. Whether the Panchayat/Sarpanch is providing Mid day meal to the school children in the Panchayat: Yes/No

If no, reason thereof: Compilation of New Panchayat in under process.
Also mention if it is being provided by someone else: Education Department

c. Whether the record on account of purchase of MDM items and honorarium to cooks is being maintained at the Panchayat: Yes/No

(Visiting Officer to check the register and verify the signatures of the Sarpanch on the same)

i. MGNREGS

a. Whether MGNREGS Plan 2018-20 has been approved: Yes/No

b. If yes:

✓ Funds allocated to the Panchayat: Rs. 28 lakh

✓ No. of works approved: 14

✓ No. of works started: 14

✓ No. of works completed: In Progress

✓ No. of job Card holders in the Panchayat: 259

✓ No. of cash days generated: _____

c. Whether the Action Plan for funds on account of Own Resources of the Panchayat is being prepared: Yes/No

If yes, whether approved by the Gram Sabha: Yes/No

If no, reason thereof: Not yet started

- iii. Whether subjects have been assigned by the Sarpanch to the Pancha: Yes/No
 If no, whether subjects have been assigned in presence of the visiting officer: Yes/No.
- iv. Major challenges being faced by the Panchayat in functioning and execution of works.
- v. Whether full support and cooperation being provided by:

Officer	Department	Response	Remarks
ROO	ROO	Yes/No	Satisfied
VLW	ROO	Yes/No	Satisfied
JE	ROO	Yes/No	Satisfied
CDPO	Social Welfare	Yes/No	Indoor maintenance through provision
TSWO	Social Welfare	Yes/No	APL/CPL allocation is not satisfactory.
Anganwadi Supervisor	Social Welfare	Yes/No	No proper supply of kerosene
Headmaster/Principal/ZCO	School Education	Yes/No	Satisfied
Uc MDM	School Education	Yes/No	Not Satisfied
PHO	Health	Yes/No	Satisfied
Tahildar/Hab. Tahildar	Revenue		Satisfied
Patwari	Revenue	Yes/No	Satisfied
Agriculture Extension Officer	Agriculture	Yes/No	Satisfied
Horticulture Extension Officer	Horticulture	Yes/No	Satisfied
Village Landmines		Yes/No	Satisfied
Any other			-

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- vi. Is the Panchayat facing any difficulty in execution of works, identification of beneficiaries/other schemes:

✓ Non co-operation by officials: Yes/No

If yes, who: Shree Hukam Singh (specify)

✓ Non disclosure of funds available/schemes by officials: Yes/No

✓ Delay in preparation of estimates/technical sanctions by engineering staff: Yes/No

✓ Delay in administrative approval by officers: Yes/No

If yes, how long: Unlimited (specify number of days)

✓ Officers not sharing details of guidelines/lists of beneficiaries: Yes/No

✓ Any other difficulty, give details: Delayed attitude by all members from all the departments

F) FOLLOW UP OF BACK TO VILLAGE-1 (B2V1)

- i. Whether the construction work of playground inaugurated/started during the visit of the officer in B2V1 has been completed: Yes/No

If not, likely date of completion: Not Available (date)

- ii. Whether any other works started during Back to Village-1 have been completed: Yes/No

If not, list of such works and date by which they are likely to be completed:

(1) Protection wall Road no. 7 almost Complete

(2) Land levelling Road no. 3 to be Completed soon.

(3) Gravelly plugging Sewerage to road wallah 4-5 Complete

- iii. Whether any funds have been released for works identified in B2V1: Yes/No

If yes, amount released: Rs Nil (Rs)

Whether works identified in B2V1 have been started: Yes/No

Likely date of completion: Yes (date)

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- iv. Whether any new work(s) have been sanctioned/taken up/completed in the Panchayat after B2V1. details thereof:

Sector/Department	Name of work sanctioned/taken up	Whether completed (yes/no)	Remarks:
RDD	1) Drain 14/16 - 3	NO	In progress
	2) Road levelling work	NO	In process
	3) Road from village to Majid - 14/16 - 5	NO	In process
	4) Jal Shakti Abhiyan	NO	In process
	5) Quality Slugging for	NO	In process
	6) Protection work	NO	In process
	7) Road from Sarpanch to Majid - 14/16 - 3	NO	In process

- v. Whether any improvement in attendance of following Government functionaries has been noticed after B2V1:

a) Doctors/Paramedical/other health staff	(yes/no)
b) Teachers/Ret Teachers	(yes/no)
c) Anganwadi Workers/helpers	(yes/no)
d) RDD staff	(yes/no)
e) JE/other engineering staff	(yes/no)
f) Agriculture/horticulture staff	(yes/no)
g) Animal Husbandry/Sheep Husbandry staff	(yes/no)

vi. Give any particular department has shown improvement. please specify:

RDD has shown improvement. Various works have been completed.

Any department whose staff is absent most of the time: Medical Department

Any department whose officers/officials has not visited the Panchayat since B2V1: Township

Any department which has organized any event or camp or tour of senior officer in the Panchayat since B2V1: Health Department

- vi. Areas of major complaints brought to notice:

Major area of complaint made during B2V1	Department	Resolution of Complaint	Remarks
Non-Payment of Mahasw	RDD	Yes/no	Under process
APL/BPL Conflict	Food & Consumer	Yes/no	Non-Compliance
Esthetic Anganwadi School Building	ICDS	Yes/no	Non-Consideration

- vii. Major problems confronting the people:

Major problem highlighted during B2V1	Department	Resolution of problem	Remarks
Lack of Road Connectivity	PMDSY	Yes/no	Non-Consideration
Esthetic condition of school building	Education	Yes/no	Ignoring attitude by concerned department
Lack of Health facilities	Medical	Yes/no	Non-Availability of Staff.
Welling Channels	RDD	Yes/no	In construction
Internal Road Connectivity	RDD	Yes/no	In process

Q) PLANNING, EXECUTION AND TRAININGS

1. GRAM PANCHAYAT DEVELOPMENTAL PLAN (GPDP)

- i. Whether the GPDP for the schemes transferred to the Gram Panchayats have been prepared for the year 2018-20: Yes/No

If no, reason thereof

- ii. Whether the schemes and activities approved under GPDP for 2018-20 are under implementation: Yes/No

- iii. Whether Panchayat-wise disaggregation of the resources earmarked for the schemes for 2020-21 has been done by the Sociocul Officers: Yes/No

If no, reason thereof

- iv. Whether Public Information Board indicating the schemes with allocation for the year 2020-21 has been installed in Panchayat Office at some prominent place: Yes/No

If no, the officer should get it installed and confirm In Process

- v. Whether the meeting schedule of Gram Sabha has been prepared and uploaded in GPDP Portal for preparation of GPDP 2020-21: Yes/No

If no, the visiting officer to ensure that the meeting schedule is framed in timely manner and confirm

- vi. Whether the frontline workers of the subjects transferred to the Gram Panchayats are participating in the scheduled Gram Sabha meetings: Yes/No

If yes, provide details of participation of frontline workers (Govt. functionaries) in the last two meetings

1 st Meeting Date (2 nd Aug, 19)			2 nd Meeting Date (16 th Nov, 19)		
S. No.	Department	Designation	S. No.	Department	Designation
1	-	-	1	Social Welfare	Junior Assistant
2	-	-	2	Shiksha	Teacher

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1 st Meeting Date (2 nd Aug, 19)			2 nd Meeting Date (16 th Nov, 19)		
S. No.	Department	Designation	S. No.	Department	Designation
3	-	-	3	Horticulture	Technical Assistant
4	-	-	4	R&D	CRIS
5	-	-	5	Education	Teacher
6	-	-	6	PO	Line Officer
7	-	-	7	PHS	CD worker
8	-	-	8	ICOL	Anganwadi Supervisor

If no, reason thereof

- vii. Whether the Gram Sabha Proceedings are read out in front of Gram Sabha after the conclusion of the meeting: Yes/No

If no, Reason thereof

- viii. Whether the GPDP Plans are being approved by the Gram Sabha: Yes/No

If no, reason thereof

- ix. Whether the approved Plans and Functionary feedback reports are being uploaded through Plan Portal: Yes/No

If no, reason thereof Not to be concluded due to bad weather

(VLEs to demonstrate the reports to the Visiting Officer)

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6. Whether the critical gaps identified in the Panchayat during Mission Ambassadors Survey, 2019 are being bridged while preparing GPDP plan for 2020-21. Yes/No

If no, reason thereof: Only Report has been submitted to DPO office/office.

2. SOCIAL AUDIT:

1. Whether the details with regard to the schemes being implemented by the Gram Panchayati are placed before the Gram Sabha on quarterly basis for carrying out audit. Yes/No

If no, reason thereof: Not yet started

2. Is the Social Audit Committee framed in GP/1 conducting social audit. Yes/No

3. Whether the issues raised during the audit are being redressed by the department concerned. Yes/No

If no, reason thereof: Audit will be conducted yet

1. CAPACITY BUILDING & TRAININGS:

1. Whether, the capacity building and training has been imparted to the elected representatives. Yes/No

If yes, provide details:

No of Elected Representatives trained	Place of training	Theme of training	No of days
500 panch. U)	SC office Gada	Capacity building	4
Panch. (P)	GO office Changa	Capacity building	4

2. Quality of training: Poor/Satisfactory/Very Good/Excellent

3. Whether any exposure visit within JSK/Outside has been conducted. Yes/No

If yes, Visiting Officer to record the experiences/views of the elected representatives about the visit: Poor/Satisfactory/Very Good/Excellent

4. Whether any digital literacy training has been conducted for Sarpanches. Yes/No

If yes, quality of training: Poor/Average/Good/Excellent

5. Level of awareness among the elected representatives and general public about the schemes devolved to Panchayats:

a. Elected representatives: Poor/Satisfactory/Good/Excellent

b. General Public: Poor/Satisfactory/Good/Excellent

(Visiting officer to read out the schemes from the pamphlet available)

II) INDIVIDUAL BENEFICIARY ORIENTED SCHEMES:

1. Visiting Officer to record approximate number of beneficiaries covered and approximate number left out.

Schemes/Services	Beneficiaries covered (Nos.)	Pendency (Applied but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
Scholarship for SC/ST/URD students	30 (approx)	-	-	-
Scholarship for Minority students	-	-	-	-
Person - Old Age	37	19	-	-
Person - Widow	14	03	-	-
Person - Disability	21	1	-	-
PM Kisan Samr	347	66	-	-
Pradhan Mantri	150 (approx)	-	-	-
PM Jeevan Jyoti Bala	NIL	7	-	-
PM Kisan Samr	NIL	11	-	-
PM Kisan Samr - Gramin	110	60	-	-
State Marnig	142	6	-	-

Signature of MO

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Schemes/Services	Beneficiaries covered (Nos.)	Pendency (updated but not sanctioned) (Nos.)	Reasons for pendency	Fresh applications submitted to visiting officer (Nos.)
MREGA Job Card	359	100	Lack of Connectivity	-
Ladli Bai	N/A	-	-	-
Swachh Bharat Mission- Individual Household Toilets	4	-	-	-
PM Ujjwala Yojana	150	46	Non-availability of Documents	-
Ujjala	-	-	-	-
Jandhan Account	150 (officer)	-	-	-
PM Matsya Vardhana Yojana	N/A	-	-	-

* The visiting officer to enclose scheme-wise list of individual beneficiaries who are interested to avail the benefit under the schemes. He/she to also collect any applications and handover at district headquarter.

4. Visiting Officer to fill number of cases pending and fresh demands:

Schemes/Services	No. of cases pending	Reasons for pendency	Fresh demands/applications submitted (Nos.)
Piped water connection	N/A	-	-
Electricity connection	35 (officer)	Non Availability of wire, transformer etc.	-

* Visiting officer to enclose the list of individual/household who need fresh connections. He/she to also collect any applications and handover at district headquarter.

8. DOUBLING FARMERS INCOME

1. IRRIGATION

1. Topography of the Panchayat: Semi-Hilly/Hilly/Plainland
2. Major sources of irrigation: Canal/Tribute/Tube well/Ponds/Springs/Water harvesting/Tank/Rainfed/Other (please specify):
3. Status of adequacy of irrigation facility in the Panchayat: Sufficient/Deficient
4. Are there any un-tapped irrigation sources in the Panchayat: Yes/No
 - ✓ If yes, please specify (Canal/Ground Water/Stream/Lake/Spring/Ponds/Any other water body: _____ (tick as many as needed))
5. Is there any area which can be developed by way of water conservation measures for irrigation purposes: Yes/No
 - If yes, please specify Pond in 4-143 & 4-210-6 and 2 Fish Pond in 4-210-6
6. Whether the Panchayat has potential for drip/sprinkler irrigation: Yes/No
7. No. of farmers who use drip/sprinkler irrigation in the Panchayat: 100
8. No. of farmers who intend to use drip/sprinkler irrigation: 200 (Nos.)
9. Any suggestions to improve irrigation facilities in the Panchayat: Sufficient Irrigation facilities are available

2. HIGH YIELDING VARIETY (HYV) SEEDS

1. Farmers using High Yielding Variety seeds (Approx. 15 % of total)
2. Are adequate HYV seeds available to the farmers: Yes/No
3. If not, reasons thereof: _____

3. LOANING FACILITY AVAILABLE TO THE FARMERS:

- No. of farmers without Kisan Credit Card 225 (Nil)
- No. of farmers who have availed loan facility through KCC during 2019 15 Nil
- No. of farmers who applied for KCC Loan but not provided as far 90 Nil
- Problems being faced by farmers in availing KCC loan (tick whatever relevant):

- Difficult processes and procedures Yes
- Delay by concerned Dept. Yes (High demand quarter)
- Delay by bank concerned Yes (High demand quarter)
- Any other problem, please specify Response awaited from Revenue Department

- Suggestions for improving the process of availing loan under KCC

There is need of simplification of procedural formalities
There must be proper synchronization among all departments

4. MARKETING INTERVENTIONS

- How is agricultural produce (include SDC (tick whatever relevant)):
 - Through organized market (mandi) No
 - Through unorganized market Yes
 - Any other, please specify No

- If the surplus produce is not being sent to any market, what measures can be taken to ensure its better marketing?

No Surplus produce

- Any other suggestions for bringing improvements in the marketing of surplus agricultural produce

No Surplus produce

5. DIVERSIFICATION TO HIGH VALUE CROPPING:

- Is there any scope/potential for diversification towards high value cropping in the Panchayat, Yes/No Yes
 If yes, please specify

Sr. No.	Non-remunerative cropping	Potential for diversification towards the surplus	Remarks (if any)
	/	/	/
	/	/	/
	/	/	/

6. INCREASING LIVESTOCK PRODUCTION

- Assessments level of farmers about subsidy schemes of Animal/Sheep Husbandry Department, Poor/Semi-factory Good Excellent
- Status of households/farmers engaged with Animal/Sheep Husbandry Sector and those intended to set-up new units

S. No.	Sector	No. of households/farmers engaged	No. of households/farmers interested in setting up new units
1	Backyard Poultry	50 (approx)	25 (approx)
2	Dairy units	NIL	100 (approx)
3	Sheep Units	200 (approx)	150 (approx)
4	Fish Ponds	NIL	5 (approx)

6. Suggestions for encouraging more non-schedule farmers to set up their units

Single window clearance from various departments is must for the setup of new units

7. List 5 suggestions in order of priority which can help in increasing income of farm/rural households:

1.	Pickle industry & Canned pea industry
2.	Dairy Collection centre
3.	Tourism industry
4.	Fisheries
5.	Mineral water industry

J) PUBLIC GRIEVANCES AND GOOD GOVERNANCE

1. Whether Aadhaar card has been provided to all people in the Panchayat? Yes/No

If no, the number of people in the Panchayat yet to get Aadhaar card 150 (approx)

2. Overall satisfaction level of the people about the shop: Poor Satisfactory/Good/Excellent

Major problems/complaints with regard to shop:

- | | |
|---|--------|
| a) Irregular opening | Yes/No |
| b) Inadequate stock | Yes/No |
| c) Overcharging | Yes/No |
| d) Rude behaviour of store owner | Yes/No |
| e) Long distance to be covered to reach the store | Yes/No |
| f) Non-display of rates | Yes/No |
| g) POS machine not working | Yes/No |

h) any other: APR/APR Fraud

3. Number of FIRs registered in last 3 months: 23/0

a) Are people generally satisfied by response of Police to complaints? Yes/No

b) Is copy of FIR given to people? Yes/No

c) Are people satisfied about the night security situation in Panchayat? Yes/No

d) Any suggestions: Satisfactory

4. Public perception

a. Are departmental staff available: Poor/Good/Very Good/Excellent

b. Are departmental staff responsive: Poor/Good/Very Good/Excellent

c. Average time taken for processing of applications/requests or redressal of complaints by the departmental field functionaries

Department	Average time taken	Remarks/details, if any
Revenue	- Within 1 month - More than 1 month - Never	Good performance of work Delay due to lack of coordination among officials & Applicants
Social welfare	- Within 1 month - More than 1 month - Never	Not satisfied
Police Station	- Within 1 month - More than 1 month - Never	Satisfied
PHE	- Within 1 month - More than 1 month - Never	Good performance

RDO	• Within 1 month	
	• More than 1 month ✓	
	• Never	
Any other	• Within 1 month	
	• More than 1 month ✓	
	• Never	

v. Any specific observation or complaint regarding any particular department?
None

K) OTHERS:

- Whether land has been identified within Panchayat for collection and disposal of plastic waste: Yes/No
- Whether Panchayat Plastic Collection and Disposal plan is ready: Yes/No
 (Visiting officer to collect a copy of the Plan)
- Number of children in the age group of 4-14 years in the Panchayat: None appear
- Number of children in the age group of 4-14 years enrolled in the schools: None appear
- Is there any High/Mid/Secondary school with more than 40% girl students: Yes/No
- Whether RDO has provided Sundry Napkin Vending Machines in any of the above Schools: Yes/No/Not applicable
 - If yes, details of schools: _____
 - If yes, whether the machine is functional: Yes/No
- Whether RDO has provided Sundry Napkin Dispenser in the above Schools: Yes/No/Not applicable
 - If yes, whether the dispenser is functional: Yes/No

L) GENERAL ASSESSMENT OF THE VISITING OFFICER:

I	Urgent public requirements in order of priority (Max. 07)
	1. Road from Seau to Jugasav
	2. Public Transport, Government Vehicle (Bus) (SRTC) must be provided on proper timing.
	3. Urgent assistance from Sheep/Animal Husbandry Department require.
	4. Metering of Power supply is must, because flat tariff is exorbitant.
	5. Requirement of Lady Doctor & Staff Nurse at PHC Tipai, & Provide sanctioned Ambulance in the name of Kahl Jugasav. (Urgent)
	6. Most importantly, Reconstruction of Girls primary School Building at Seau, Mandhu & Kahl Jugasav. - A
	7. Construction of Foot Bridges must be provided from Road Department.
II	Any major complaint brought to notice of the Visiting Officer
	1) Power tariff is very high. There must be metering.
	2) Renovation of Concre for GDL/APL lot in most.
	3) Shortage of Staff in Schools.
	4) Construction of Panchayat Office is under dispute.
	5) Rescheduling of time for MCHERETA work.
	6) Regularization of MCHERETA staff is urgent.

III. Overall perception of functioning of the government:

Overall all the Departments are trying the program well, however due to difficult terrain, and due to lack of proper manpower they are unable to deliver their services upto optimum level.

IV. Overall assessment of need and suggestions:

1. The working staff to ensure that the overall assessment is working properly along with concrete suggestions.

There must be a proactive distribution of all departments. Monitoring of grievances must be from top level officers and top to down dissemination. In main there must be time bound duties assigned to all level officials and try to bridge the gap between higher work and ground level work.

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DEPTT OF EMPLOYMENT &
CONCERNING CAREERS
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**Mission Delivering Development
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Government of Jammu & Kashmir